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Executive Director Sandra Fitzpatrick

November Senior Center Forum Planning Meeting Agenda

Tuesday, February 1, 2011 4:30 p.m.

Hilton Garden Inn Sacramento - Pine Room

2540 Venture Oaks Way Sacramento, CA 95833 Phone: (916) 568 – 5400

Participants:

Derrell Kelch, Hank Lacayo, Marian Last, Gary Passmore, Hav Staggs

The goal of this meeting is to discuss the November 2011 C4A Conference and to determine if there is a "fit" for the second statewide senior center forum at the Conference.

- 1. Historical review of C4A Annual Meeting and Allied Conference (Kelch)
- 2. Review of the 2009 Senior Center Stakeholder Meeting (Fitzpatrick)
- 3. What is being planned for the C4A November 2011 Conference (Kelch)
- 4. Preliminary Plans for the second senior center stakeholder meeting (Last/Lacayo)
- 5. Details of mutual concern:
 - Date
 - Will CCS, CCoA and TACC hold simultaneous meetings?
 - Food costs: previously \$19/breakfast and \$31 for lunch (is this correct and inclusive?)
 - Last time we had an afternoon snack what would be the cost?
 - CCoA/CCS wants to pre-approve menu(s)
 - CCoA/CCS will handle separate registration for our event. If someone wants to attend the C4A conference they would need to register separately. CCoA/CCS will provide separate name tags that will be distinct from C4A's name tags.
 - CCoA will have a person on-site designated as the liaison.
 - C4A will have a person on-site to handle logistics for our event.
 - CCoA/CCS assumes no meeting room(s) charges.
 - CCoA/CCS will assume responsibility for requested AV equipment and any request for reasonable accommodations.

Commission meetings are open to the public and are held in barrier-free facilities in accordance with the Americans with Disabilities Act. Please contact the Commission Office at (916) 419-7591 to RSVP for this meeting. Information regarding CCoA agendas and meeting minutes may be obtained at www.ccoa.ca.gov or by writing the California Commission on Aging, 1300 National Drive, Suite 173, Sacramento, CA 95834.